



**AGENDA
TOWN OF TWO HILLS
August 18, 2020
7:00 P.M.**



Regular Council Meeting

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - a) Regular Council Meeting Minutes of July 14, 2020
 - b) Special Council Meeting Minutes of July 21, 2020
- 4. DELEGATION**
- 5. OPEN FORUM**
- 6. ADMINISTRATIVE REPORTS**
 - a) Public Works Report
 - b) Chief Financial Officer
 - c) Chief Administrative Officer Report
- 7. CORRESPONDENCE**
- 8. NEW BUSINESS**
 - a) 2020 AUMA Virtual Convention
 - b) Halloween Hours Policy
 - c) Mandatory Masks
 - d) Control Panel Replacement at Lift Station
 - e) Franchise Fees Analysis for Gas & Power
 - f) Mayor's Letter to the Minister of Infrastructure, Honourable Prasad Panda
- 9. COUNCIL MEMBER REPORTS**
- 10. NEXT MEETINGS**
 - a) Regular Council Meeting Tuesday September 8, 2020 7:00 p.m.
- 11. CLOSED SESSION**
 - a) FOIPP Act, Sections 17 and 29
- 12. ADJOURNMENT**





TOWN OF TWO HILLS
Minutes of the Regular Meeting of Council
for the Town of Two Hills held July 14, 2020 at 7:00 P.M.
at the Two Hills Regional Recreation Centre Lounge



PRESENT: Mayor L. L. Ewanishan, Deputy Mayor M. Tarkowski, Councillor E. Sorochan, Councillor W. Babiuk, Councillor S. Rajoo, C.A.O. G. Saskiw, Executive Secretary A. Clark, C.F.O S. Lupul, Public Works Foreman T. Stefiuk, Summer Student S. Toma

CALL TO ORDER: Mayor L. L. Ewanishan called the Regular Town Council Meeting to order at 7:02 P.M.

APPOINTMENT OF COUNCIL CHAMBERS:

2020-123 **MOVED** by Mayor L. L. Ewanishan to declare the Two Hills Regional Recreation Centre Lounge as Council Chambers.

CARRIED

ADOPTION OF AGENDA:

2020-124 **MOVED** by Councillor E. Sorochan to accept the Agenda with an addition under new business Summer Student Policy.

CARRIED

ADOPTION OF MEETING MINUTES:

2020-125 **MOVED** by Mayor L. L. Ewanishan, to accept the Regular Meeting Minutes of June 23, 2020.

CARRIED

DELEGATION: Doug Griffiths presented some preliminary information for Two Hills moving forward with economic development, market strategies and a strategic plan for development.

OPEN FORUM: NONE

ADMINISTRATIVE REPORTS:

Public Works Report

The Public Works Foreman's Report was provided to Council in advance for their review.

2020-126 **MOVED** by Councillor E. Sorochan that the Public Works report be acknowledged as presented and incorporated into the minutes.

CARRIED



Chief Financial Officer Report

The Chief Financial Officer's report was provided to Council in advance for their review.

- 2020-127** **MOVED** by Councillor W. Babiuk that the Chief Financial Officer's report be acknowledged as presented and incorporated into the minutes.

CARRIED

Chief Administrative Officer Report

The Chief Administrative Officer's report was provided to Council in advance for their review.

- 2020-128** **MOVED** by Councillor S. Rajoo that the Chief Administrative Officer's report be acknowledged as presented and incorporated into the minutes.

CARRIED

CORRESPONDENCE:

- 2020-129** **MOVED** by Deputy Mayor M. Tarkowski that the Correspondence be acknowledged as presented and filed.

CARRIED

NEW BUSINESS:

CAO Appointment

With the contract having been signed, the CAO will need to be appointed by Council Motion.

- 2020-130** **MOVED** by Councillor E. Sorochan to appoint Gerren Saskiw as the Town of Two Hills CAO for a 3-year term beginning July 1, 2020.

CARRIED

Vermillion River Watershed Alliance

The Towns yearly membership with the Vermillion River Watershed Alliance is up for renewal.

- 2020-131** **MOVED** by Mayor L. L. Ewanishan to renew the membership to the Vermillion River Watershed Alliance for another year.

CARRIED

Tax Rebate

Due to Covid-19 the Town is offering a 1.5% rebate to the property owners who pay their taxes by July 31, 2020. Administration has had inquiries about receiving the rebate from residents who are on the prepaid monthly tax incentive program.

- 2020-132** **MOVED** by Mayor L. L. Ewanishan to not apply a 1.5% rebate to the tax accounts on the monthly prepaid plan.

CARRIED

2018-981 Water Bylaw

Due to changes (equipment fee upgrade) in the water Bylaw readings are needed to put it into effect.

2020-133

MOVED by Councillor E. Sorochoan that Water Bylaw 2018-981 be given second reading this 14th day of July, 2020.

CARRIED

2020-134

MOVED by Councillor S. Rajoo that Water Bylaw 2018-981 be given third and final reading this 14th day of July, 2020.

CARRIED

Summer Student Policy

With recent changes a policy for outside workers is needed.

2020-135

MOVED by Councillor E. Sorochoan to adopt policy 2020-01 Summer Student Policy.

CARRIED

COUNCILLOR REPORTS:

2020-136

MOVED by Councillor S. Rajoo to accept and incorporate the Council Reports as presented into the minutes.

CARRIED

NEXT MEETING: Regular Council Meeting August 18, 2020 at 7:00 p.m. at the Two Hills Regional Recreation Centre.

ADJOURNMENT:

With all items on the agenda having been addressed Mayor L. L. Ewanishan adjourned the Regular Council Meeting at 9:21 PM.

LEONARD L. EWANISHAN, MAYOR

GERREN SASKIW, C.A.O.



TOWN OF TWO HILLS
Minutes of the Special Meeting of Council
for the Town of Two Hills held July 21st, 2020 at 3:00 P.M.
at the Two Hills Regional Recreation Centre Lounge



PRESENT: Mayor L. L. Ewanishan, Councillor E. Sorochan, Councillor W. Babiuk, Councillor S. Rajoo, C.A.O. G. Saskiw

MISSING: Deputy Mayor M. Tarkowski

CALL TO ORDER: Mayor L. L. Ewanishan called to order the Special Council Meeting at 3:00 P.M. on Tuesday July 21st, 2020, having all Council members in attendance and sign the Special Meeting Waiver.

APPOINTMENT OF COUNCIL CHAMBERS:

2020-137 **MOVED** by Mayor L. L. Ewanishan to declare the Town of Two Hills Regional Recreation Centre Lounge as Council Chambers.

CARRIED

AGENDA ITEMS: Special Meeting Purpose

Lawsuit against the Town

2020-138 **MOVED** by Mayor L. L. Ewanishan to go into closed session at 3:02 P.M.

CARRIED

2020-139 **MOVED** by Mayor L. L. Ewanishan to come out of closed session at 4:22 PM.

CARRIED

2020-140 **MOVED** by Mayor L. L. Ewanishan to have the Town's legal counsel make an offer of \$60,000 to settle the litigation against the Town of Two Hills.

CARRIED

ADJOURNMENT:

Mayor L. L. Ewanishan adjourned the meeting at 4:25 P.M.

MAYOR L. L. EWANISHAN

GERREN SASKIW, C.A.O.





OPEN FORUM



(Council Procedural Bylaw, Amendment Bylaw 2014-949)

Preamble: Welcome. Town Council is providing an opportunity for the general public to individually address Council on any topic relevant to municipal government for a period not to exceed 2 minutes per person to a maximum of 20 minutes combined. Information presented to Council may or not be acted on and will not be debated unless there is a majority vote to do so. The Open Forum is not a means of expressing insults, accusations or making any personal attacks on any member of Council or Staff. Any person who starts insulting or making accusations or attacks on any member of Council, Council as a Whole, or any Staff member will be kindly asked to remove themselves from Council Chambers. Once again, welcome.

Division 3 – Open Forums

- 11.1 Individual members of the public who constitute the audience are be provided an opportunity as part of the meeting to address the Council on any topic relevant to municipal government for a period of time not to exceed two (2) minutes per person. The intent of which is to provide the person opportunity to address Council.
- 11.2 The information or comments heard may or may not be actioned by the Council. After a person has spoken, any Councillor may, through the Mayor or other presiding officer, ask that person or the Chief Administrative Officer relevant questions but may not debate the matter or the answers.
- 11.3 Actions by Council may only be 1) receiving the information without debate; 2) referred without debate to a Standing Committee or the Chief Administrative Officer for a report; or 3) debated if by a 2/3 majority vote a resolution is passed to allow a motion to be made without notice.

Notes:





1. Roads / Sidewalks

- a) Complete rebuild of road and curb on 49 St, 54 Ave & 48 St
- b) Start Prep work on 49 Ave & 44 St for road rebuild
- c) Sidewalk and curb on 49 Ave to be completed Tuesday August 18th
- d) Fill pot holes on 52 Ave, 50 St & 47 Ave
- e) Grade 52 St and industrial road

2. Water/Wastewater

- a) The town experienced 1 short power failure since last report – System ran on generators – no issues
- b) Continuing Covid-19 housekeeping protocols for water/wastewater facilities
- c) Lagoon levels monitored and berms mowed
- d) Continue mapping for lead management plan
- e) Vac'd PRV and flushed sanitary mains: County Gas south & 5-way stop south
- f) Manhole checks
- g) Annual service and recalibration on hand held CL2 analyzers (DR890's)
- h) Augured residential sanitary service as per request
- i) Cleaned Sanitary Lift station wet cell
- j) Pump relay failure in Lift station control panel causing wet cell to flood and back up in the main – repaired by Zayaks electric – continue to monitor
- k) Pump house housekeeping
- l) Continue monitoring south side water pressure
- m) Investigate high flow rates on distribution system during hot spell – attributed to extra usage during hot weather
- n) Water meter installation as per request
- o) Old check valves replaced in Lift station dry cell by Canada Pump
- p) 2 Requests to turn off residential service at cc valves
- q) Replaced main valve on 49th Ave – flushed and tested as per code of practice. Bacti samples taken and delivered to Prov Lab at U of A hospital
- r) Water sampling done for residential service replacement

3. Other

- a) Remove old sidewalk and pile at storage yard
- b) Mow all Town parks and property
- c) Load and haul 800 yards screened loam to Mennonite school
- d) Remove old back stop at Geleta Park by the playground
- e) Replace leaking hydraulic hoses on Volvo loader
- f) Service and repair mowing equipment
- g) Service and repair road maintenance equipment
- h) Replace 6" water valve at 46 St & 49 Ave
- i) Complete all service requests



**TOWN OF TWO HILLS
RECONCILIATION STATEMENT FOR JULY 2020**

Net Balance at End May 2020	\$718,704.78
Plus Deposits	\$879,077.22
Sub Total	\$1,597,782.00
Minus Disbursements (including transfers)	\$350,919.47
Closing Balance	\$1,246,862.53

Summary of Town of Two Hills Accounts

Alberta Treasury Branch	Description of Accounts	
Bus Custom Plan CB #24	(Main Account)	\$1,246,862.53
Bus Custom Plan CB #27	(Electronic Bill Payments)	\$32,975.72 *
Notice Account 90 Day	(Auction Holding)	\$100,065.70
TOTAL ATB		\$1,379,903.95

Revolving Loan - out of \$985,000.00

OTHER ACCOUNTS:	<u>Vision Credit Union</u>	
	Two Hills Improvement Committee	\$ 1,868.60
	Canada Day	\$ 9,376.98
	Pay Roll	\$ 121,051.18

Comments:

* Bus Custom Plan CB #27 Debit and Electronic Bill Payment Transfer Account-Transfers monthly to General Account

For Council's information,

Total taxes collected before July 31, 2020: \$519,146.67

Total rebates allocated to residents: \$7,787.20



**Town of Two Hills
Cheque Listing
30196 - 30252**

30196	July 14, 2020	Power & Gas June 2020	15,167.55
30197	July 14, 2020	Reclaimer	2,461.28
30198	July 14, 2020	Garbage Collection June 2020	3,750.00
30199	July 14, 2020	Freight	694.20
30200	July 14, 2020	Pump	283.89
30201	July 14, 2020	Tree Cutting	1,750.00
30202	July 14, 2020	Office and Water Supplies	1,401.97
30203	July 14, 2020	Water Department Servicing June 2020	707.47
30204	July 14, 2020	Quarterly Payment	5,349.00
30205	July 14, 2020	TIP Rebate	63.19
30206	July 14, 2020	TIP Rebate	163.28
30207	July 21, 2020	Brush Cutter Discs	394.26
30208	July 21, 2020	Lawyer Fees	3,486.61
30209	July 21, 2020	Mower Blades	205.19
30210	July 21, 2020	Rec Center Air Filters	982.80
30211	July 21, 2020	Arena Automatic Locks	2,047.50
30212	July 21, 2020	Oil	607.07
30213	July 21, 2020	PW Internet	45.82
30214	July 21, 2020	Tack Oil	1,815.73
30215	July 21, 2020	Mower Belt & Blade	174.41
30216	July 21, 2020	Copier Impression Charges	531.75
30217	July 21, 2020	Council Lights/Electrical Outlets/Library Hot Water Tank	5,748.75
30218	July 28, 2020	Benefits	6,840.79
30219	July 28, 2020	Tires	819.00
30220	July 28, 2020	Spraying	157.50
30221	July 28, 2020	Filters	18.35
30222	July 28, 2020	Renovations	16,280.02
30223	July 28, 2020	Accountant Services	5,670.00
30224	July 28, 2020	Grass Contractor Fees	500.00
30225	July 28, 2020	PW/Office Supplies	258.48
30226	July 28, 2020	FRN Grant	5,833.33
30227	July 28, 2020	Centennial Hall Management Fee	2,625.00
30228	July 28, 2020	Grass Contractor Fees	750.00
30229	July 28, 2020	Lexan	98.50
30230	July 28, 2020	Blades	995.72
30231	July 28, 2020	Tax Incenive Rebate	175.85
30232	July 28, 2020	VOID	-
30233	July 28, 2020	Contractor Fees	1,800.00
30234	August 5, 2020	July 2020 Water Consumption	34,214.49
30235	August 5, 2020	July 2020 Notifications	107.10
30236	August 5, 2020	Shop Supplies/Equipment Parts	459.36
30237	August 5, 2020	Check Valve/Backflow Acuator	7,563.51
30238	August 5, 2020	Reclaimer	4,804.32

30239	August 5, 2020	IT Services	200.00
30240	August 5, 2020	Spraying	341.25
30241	August 5, 2020	Reservoir Interent	36.75
30242	August 5, 2020	Equipment Repair	1,142.12
30243	August 5, 2020	Fire Chief Honorarium	150.00
30244	August 5, 2020	Office/Water Supplies/Equipment Parts	8,334.93
30245	August 5, 2020	SB-90	19,066.43
30246	August 5, 2020	Phones	1,110.63
30247	August 5, 2020	Phones	301.26
30248	August 5, 2020	Land Titles	615.00
30249	August 5, 2020	Banquet Hall Rentals	178.50
30250	August 5, 2020	Fuel/Public Works Supplies	4,838.45
30251	August 5, 2020	Monthly Contract Assessment Fees	1,462.65
30252	August 5, 2020	Tax Incentive Rebate	121.15

TOTAL \$ 175,702.16



1. **Non-Medical Masks Packing Work Bee.** A BIG THANK YOU to Town Council and the other 12 people that volunteered to pack 12,000 non-medical masks supplied by the province. In under 3 hours, they had all the masks packaged into plastic bags of 4 masks. What a great group and good JOB! Masks are available to the public, just drop by the Town Office and we will be happy to provide them for you.
2. **Risk Management Session with 13 Ways.** Council & I met with Doug Griffiths & Golnaz Azimi for a one day workshop on Tuesday August 11th, dealing with risk management in our municipality for infrastructure replacement. This was a very good session and we are looking forward to the next session in September.
3. **Meeting with Minister Panda and MLA Jackie Armstrong-Homeniuk.** Council & I had a short but informative meeting on August 13th with Minister Panda & MLA Jackie Armstrong-Homeniuk. We had a good discussion about the state of infrastructure in the Town of Two Hills, the cost of replacement, and the lack of grants available. We stressed that we are not able to generate enough revenue through taxes or other revenue streams, to be able to replace infrastructure that is near end of life or past. We are not unique in the large amount of infrastructure debt to replace old water & sewer lines and then pave broken up road surfaces and replace crumbling sidewalks.
4. **Sidewalk Replacement and Curb & Gutter.** The Town of Two Hills has numerous sidewalks being replaced and some with curb & gutter. The plan is to have sidewalk on only one side of the street and curb & gutter on the other. The sidewalk will be replaced with grass, so some residents will not have to shovel snow in the winter.
5. **SB-90 Road Work.** The Town of Two Hills Public Works have been busy working on three sections of road. The old surface has been rotovated and the material hauled away, then mixed with more oil and gravel and hauled back and packed down. A good job has been done on these roads.

See attached CAO Action Tracker and Capital Projects Tracker on the following pages for ongoing items and requests.



CAPITAL PROJECTS: Action Tracker for Council

Date	Capital Project	Update on Project	STATUS
2020-06-05	Public Works Shop Roof Replacement	PW Shop Roof Replacement - Tin - FINISHED	DONE
2020-06-25	Library Roof Replacement	Alice Melnyk Library Roof Replacement - Tin - FINISHED	DONE
2020-06-24	Road Paving	50 Ave has been PAVED between 49 & 50 St (County Office to Main Street). Really good job done by Spectre Systems. Pavement is very good!	DONE
2020-06-26	Public Works Equipment	Massey Tractor delivered. PW very happy with the new tractor.	DONE
2020-07-09	REC CENTRE - Audio / Video Equipment	Projector & Screen installed and ready to use. MIC & Sound hooked up	DONE
2020-07-21	Office Renovations	Front Office Done. Washroom renovation complete. CFO Office completed. Council chambers & CAO Office finished.	DONE
2020-07-09	OFFICE - Audio / Video Equipment	All network cabling done. Projector & Screen to be installed by end of August.	In Progress
2020-08-13	ARENA - Audio / Video Equipment	Door contacts wired & installed. Sound system & Cameras to installed end of August - beginning of September	In Progress
2020-08-13	SB-90 Road Program	50 A Ave (43-45 St) has been re-done with new SB-90 product. County Rotovated 54 Ave (48-49 St) and 49 Ave (44-46 St) and the material washauled out. It will be mixed with more gravel and SB-90 and hauled back, spread and packed next week, weather permitting. *We will see if we can also do SB-90 on 48 Ave (46-47 St).	Ongoing
2020-08-13	Sidewalk Program	Sidewalk program is an ongoing process. We have a list of sidewalks to replace with new sidewalks and some with curb & gutter. More than half is completed. There may be some room in the budget to do more sidewalks in the fall, but we want to make sure.	In Progress
	completed / DONE	There are updates for council.	



Action Tracker for Council

Date	WHO? Call / Email	Issue / Reason / Topic	Action	STATUS
2020-03-25	CAO	ICF Agreement Town & County	Agreement Finalized. Accepted by Town & County. Signed. Confirmed with Municipal Affiars.	DONE
2020-06-02	Elaine - THIC	27 Self Watering Planters (18" deep) Installed on ATCO Poles	Received Planters March 20th. Delivered to Fjeldstrom's March 27th for flowers. Installed by PW.	DONE
2020-06-16	Town Council	ARENA DEBENTURE - Borrowing Bylaw \$500,000	Advertised 2 weeks. 2 week petition period. NO ONE against. Passed March 31st meeting. Submitted	Money Deposited
2020-06-16	Town Council	LOADER DEBENTURE - Borrowing Bylaw \$170,000	Advertised 2 weeks. 2 week petition period. NO ONE against. Passed March 31st meeting. Submitted	Money Deposited
2020-06-19	Two Hills Fish & Game (contact Robert Kutash)	Two Hills Fish Pond - Keep Open	The Fish Pond will remain open to the Public. Town PW Staff maintaining grass and yard. Added to Town Insurance.	DONE
2020-07-30	Alberta Municipal Climate Change Action Center	Municipal Energy Champions Pilot Program	The pilot program assessing our energy use and looking for efficiencies has been completed.	FINISHED
2020-01-14	Council Request	Two Hills Gas Franchise	Gas Franchise Study - do we purchase? Operate? Costs? Revenue? Get more figures and options.	Ongoing
2020-02-25	Council Request	Vacant Lots List & Map	working on Map of Vacant Residential & Non-Res Lots plus a list	Working On
2020-03-06	Council Request	HWY 36 Jut-Outs Safety Issue	Emailed the Regional Director AB Transportation, North Central Region about the issue.	Waiting on
2020-03-06	Council Request	Broadband Internet	Look at options for Two Hills. Contact Viking about being their own ISP. Contact Smoky Lake. Contact Caroline, Mayor @ Town of Vermilion (March 21)	Ongoing
2020-08-14	Geleta Park	Picnic Tables (10)	Order 10 tables for Geleta Park	being made
2020-08-14	13 Ways & CAO	3 Studies for the Town	Continue working with Doug Griffiths & 13 Ways to complete the following 3 studies for the Town	Next meeting September 16
2020-08-18	Council to Update Policy	Halloween Hours	Extend Halloween Hours policy, post on website and put in newsletter for October 2020.	for Aug 18th council meeting
		completed / DONE	highlighted updates for council.	



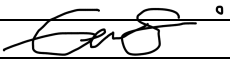




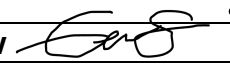
**Correspondence Listing
Council Meeting of August 18, 2020**



There has been no correspondence received since the last meeting.



	TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: August 18, 2020	Confidential:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Yes</td> <td style="width: 25%;"></td> <td style="width: 25%;">No</td> <td style="width: 25%;">X</td> </tr> </table>	Yes		No	X
Yes		No	X			
Topic: 2020 AUMA Virtual Convention						
Originated By: Gerren Saskiw		Title:	C.A.O			
BACKGROUND:						
<p>Join Alberta's elected officials, administrators, and business partners from the comfort of your home for the 2020 AUMA Convention, September 24th & 25th.</p> <p>While our approach in changing, the content will be better than ever! This year's Convention will include:</p> <ul style="list-style-type: none"> Dialogue sessions with provincial Ministers, Two exciting keynotes, Resolutions, Board elections, Award winning entertainment, Virtual networking events, and A week of education sessions leading up to the live virtual event <p>Member registration fee: \$100</p>						
DOCUMENTATION ATTACHED:						
DISCUSSION:						
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:						
RECOMMENDED ACTION(S):						
<p>To register #_____ councillors and the CAO to participate in the 2020 AUMA Virtual Conference.</p>						
CAO- Gerren Saskiw						
DISTRIBUTION:	Council: X	DISTRIBUTION:	Council: X			

		TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: August 18, 2020		Confidential:		Yes		No	X
Topic: Halloween Hours Policy							
Originated By: Gerren Saskiw				Title: C.A.O			
BACKGROUND:							
<p>A survey was sent out last year to the Town residents seeking feedback regarding Halloween hours. The Town Policy 2011-02 states "Official hours for Trick or Treating in the Town of Two Hills is between the hours of 4:00 to 6:00 P.M. on Halloween night, being October 31, of each year." The response was small but those who did respond were interested in having the hours extended from 4 to 7 PM or moved to 5 PM to 7 PM.</p>							
DOCUMENTATION ATTACHED:							
Policy 2011-02							
DISCUSSION:							
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:							
RECOMMENDED ACTION(S):							
To extend / move the Halloween Hours from _____ to _____.							
CAO- Gerren Saskiw 							
DISTRIBUTION:		Council: X		DISTRIBUTION:		Council: X	

TOWN OF TWO HILLS



Policy Number: 2011-02
Date of Issue: October 11, 2011
Policy Subject: Halloween Hours

POLICY STATEMENT:

To set standard Trick or Treating Hours in the Town of Two Hills.



STANDARDS:



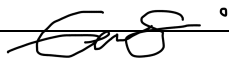
1. Official hours for Trick or Treating in the Town of Two Hills is between the hours of 4:00 to 6:00 P.M. on Halloween night, being October 31, of each year.



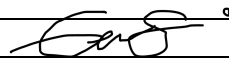
MAYOR

CHIEF ADMINISTRATIVE OFFICER



		TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: August 18, 2020		Confidential:		Yes	No	X	
Topic: Mandatory Masks							
Originated By: Mayor L. L. Ewanishan				Title: Mayor			
BACKGROUND:							
<p>With some municipalities going to mandatory masks, is this something the Town of Two Hills needs or would like to do?</p>							
DOCUMENTATION ATTACHED:							
DISCUSSION:							
<p>A Bylaw would need to be passed even if this is temporary. If made mandatory, who will enforce this? Are there enough cases or exposure in Two Hills to warrant this? Are we a high risk area? Is there enough demand for this to be done, and is the population in Two Hills in favour of doing this? Should this be a personal choice? How will this affect business in town. How many residents in town are wearing masks?</p>							
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:							
RECOMMENDED ACTION(S):							
<p>Depends on Discussion</p>							
PP Leonard Ewanishan							
DISTRIBUTION:		Council: X		DISTRIBUTION:		Council: X	

		TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: August 18, 2020		Confidential:		Yes	No	X	
Topic: Control Panel replacement at Lift Station							
Originated By: Gerren Saskiw			Title:		CAO		
BACKGROUND:							
<p>Lift Station Issue - Pumps went down after lunch on Friday July 31st, 2020 (long weekend). The relay on the control panel failed for the pumps at the lift station, which caused both pumps to stop working and neither got a signal to turn on. We need the pumps on separate relays, so if one goes down the other will still turn on. The alarms did not go off to warn Public Works that the pumps were not working. Sewer kept flowing and was not being pumped through the lift station to the lagoon, so it started to build up in the pipes and backed up at Cougar Tire and to some of the houses to the south. Public Works got the pumps at the lift station working again shortly after 4:00 pm. This is only a temporary fix. The control panel needs to be replaced and this includes the alarms.</p>							
DOCUMENTATION ATTACHED:							
DISCUSSION:							
<p>Cost for the control panel and installation is estimated at \$21,000. Recommended to set aside another \$1500, depending if other items need replaced. They will also check out if any other instrumentation, such as level, pressure or flow meters need replaced. The replacement was not budgeted for, but it is essential to the operation of the sewer system and needs to be replaced as soon as possible.</p>							
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:							
RECOMMENDED ACTION(S):							
<p>To approve the replacement of the control panel at the lift station.</p>							
CAO- Gerren Saskiw 							
DISTRIBUTION:		Council: X		DISTRIBUTION:		Council: X	

		TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM					
Meeting Date: August 18, 2020		Confidential:		Yes		No	X
Topic: Franchise Fees Analysis for Gas & Power							
Originated By: Gerren Saskiw				Title: CAO			
BACKGROUND:							
<p>Franchise Fees Analysis for Gas & Power. We are working on analysis for the Town of Two Hills on what is charged in Two Hills versus other communities in Alberta. In the past we were well below average. If the rate is raised to the average more revenue will be generated.</p>							
DOCUMENTATION ATTACHED:							
<p>Franchise Fee Comparisons with similar towns and neighbouring communities. More information on revenue generation to be provided at the meeting.</p>							
DISCUSSION:							
<p>Discuss whether or not we raise the franchise fee rates for gas and power to the average and how much more revenue will be generated.</p>							
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:							
RECOMMENDED ACTION(S):							
<p>To contact our service providers to request raising our franchise fees for gas to \$_____ and power to \$_____ for the coming year.</p>							
CAO- Gerren Saskiw 							
DISTRIBUTION:		Council: X		DISTRIBUTION:		Council: X	

Franchise Fee Comparisons with similar towns and neighbouring communities

Atco Electric

14-Aug-20

Two Hills Rate 4.25

Comparable Towns-Size	Rate %
Beaverlodge	6.50
Fairview	7.50
Falher	6.50
Forestburg	9.00
Hanna	7.50
High Level	11.50
High Prairie	7.50
Rainbow Lake	13.00
Slave Lake	9.40
Smoky Lake	6.00
Stettler	11.10
Three Hills	6.00
Average	8.46



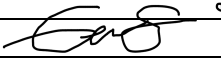
Neighbouring Communities	Rate %
Derwent	6.00
Dewberry	8.00
Mannville	7.00
St. Paul	7.00
Vegreville	9.00
Vilna	20.00
Lloyminster	11.00
Average	9.71

AltaGas

Two Hills Rate 15.00

Comparable Towns - Size	Rate %
Barrhead	16.00
Beaumont	21.20
Calmar	20.00
Drumheller	27.00
Elk Point	16.00
Grande Cache	25.00
High Level	30.00
Morinville	19.00
Pincher Creek	25.00
St. Paul	22.00
Stettler	30.00
Westlock	25.00
Average	23.02

AtcoGas	Rate %
Alix	20.00
Blackfalds	35.00
Bon Accord	25.00
Donnelly	30.00
Gibbons	30.00
Innisfree	25.00
Irma	20.00
Lamont	35.00
Grimshaw	30.00
Mannville	20.00
Mundare	22.00
Thorsby	20.00
Vegreville	33.00
Average	26.54

		<p align="center">TOWN OF TWO HILLS COUNCIL MEETING AGENDA ITEM</p>					
Meeting Date: August 18, 2020		Confidential:		Yes		No	X
Topic: Mayor's Letter to the Minister of Infrastructure, Honourable Prasad Panda							
Originated By: Mayor L. L. Ewanishan				Title:		Mayor	
BACKGROUND:							
<p>The mayor has drafted a letter to send to the minister of Infrastructure to thank him for the meeting with town council on August 13th and provide more information concerning the state of infrastructure in the Town of Two Hills and our issues with funding replacement of aging infrastructure.</p>							
DOCUMENTATION ATTACHED:							
<p>Mayor's Letter to the Minister of Infrastructure, Honourable Prasad Panda</p>							
DISCUSSION:							
<p>Discuss the contents of the letter and provide any feedback on additions or changes.</p>							
COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:							
RECOMMENDED ACTION(S):							
<p>To send the letter to the Minister of Infrastructure, the Honourable Prasad Panda.</p>							
CAO- Gerren Saskiw							
DISTRIBUTION:		Council: X		DISTRIBUTION:		Council: X	



4712 50 St, Box 630
Two Hills Alberta T0B 4K0
Ph: 780-657-3395
Fax: 780-657-2158
Email: info@townoftwohills.com

Dear Honourable Prasad Panda, MLA.
Minister of Infrastructure

On behalf of my council and the residents of the Town of Two Hills, I am glad that you and Jackie found the time to meet us on Thursday, August 13th. I would like to apologize for my forcefulness, but the passion for my community gets the best of me sometimes. Your time with us was very short and that was not anyone's fault. During my time, I have worked with members from both provincial and federal governments. Time passes very quickly, making it difficult to stick to a schedule.

We stated a few of our issues, but as was said these are not unique to rural Alberta communities. As a viable town, we do the best we can with our limited resources. Reserves have never been a part of the town's budget or finances. There are numerous reasons for this, but we need not dwell in the past.

I do have a problem with our large urban centers, who because of size and bully mentality seem to get the largest piece of the pie. It seems we forget that a large portion of Alberta's wealth comes from rural Alberta. People who live and work in rural Alberta have the same needs as our large urban centers. Our smaller urban size creates many challenges to be able to provide these services.

I have a few ideas which may help the provincial government and the Town move forward in the future.

1. The federal gas tax, for example, is five cents per litre. We sell about 20 to 30 million litres in the community, which works out to over one million dollars. As a community we only receive around \$80,000, the rest goes to the larger urban centers. I don't know what the county gets, but if we added everything together, it probably doesn't come close to the amount of money that goes out. A larger piece of the pie would help us immensely, because the money comes out of our community.
2. Amalgamation of municipalities, where counties and urban areas become one community by eliminating artificial boundaries which are archaic and no longer work. There would be cost savings and more resources to work with as one municipality.
3. Make everyone equal and what I mean is:
 - a) Currently if municipalities have matching funds for grants, priority is often given to them. Smaller communities do not have the luxury of large commercial tax bases, linear taxes, and reserves which can be used. Communities with reserves should not receive funding on the same per capita basis until they use up their reserves. There are hundreds of millions of dollars sitting in reserves while the rest of the smaller municipalities continue to struggle.
 - b) Giving all rural citizens access to similar broadband services, either through Telus or some other provider. This would allow tech companies to locate anywhere and set down roots. It would also help existing manufacturers to service their customers more easily.

I would like to conclude by saying that my passion for my community and rural Alberta runs deep. Solutions are out there and can be achieved when we work together.

Yours truly,

Leonard Ewanishan
Mayor, Town of Two Hills



Town of Two Hills Councillor Report

Date: August 18/20

ACE Water Corporation

--

Airport Commission

RFP has been issued for the installation of new lights

Economic Development Committee - Alternate

--

Emergency Management

--

Joint Community Policing Committee

--

Extra Notes

--